

Planning & Development Services Department



Appropriations Summary FY 2001/02 June, 2001

**Fiscal & Program Services
Manager, Vicki Stewart**



Planning & Development Services Department Fiscal Year 2001-02 Appropriations Summary

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1 AGENCY FUNDING SUMMARY

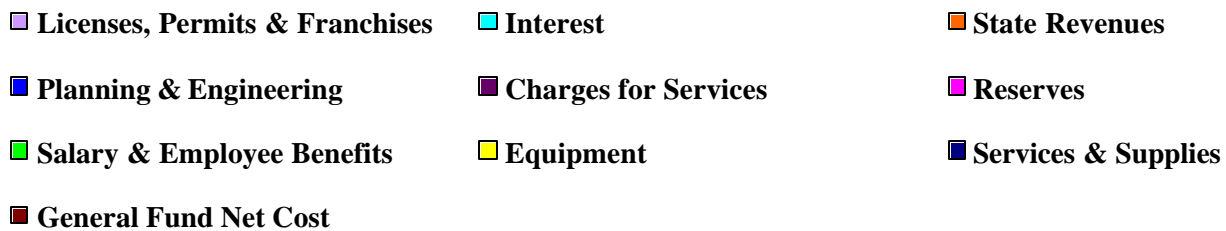
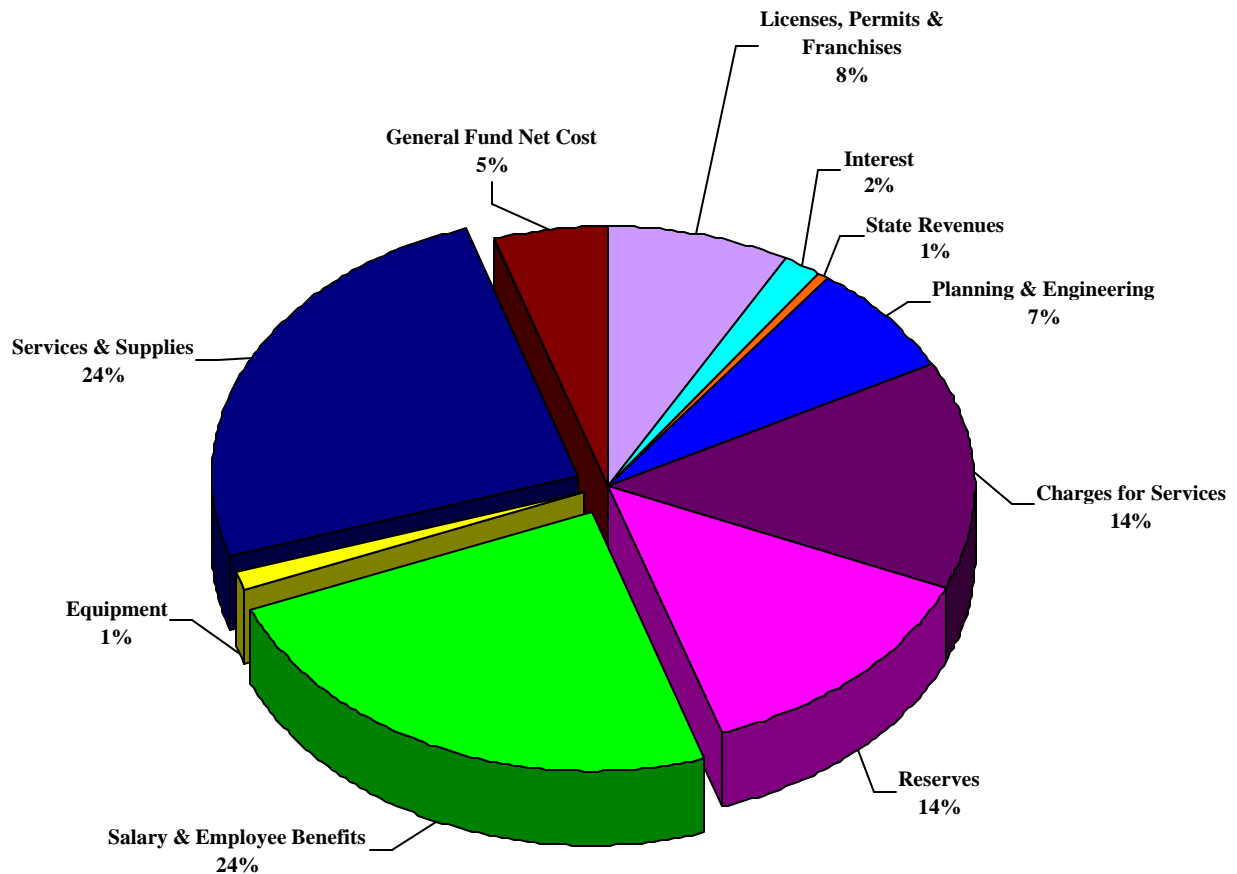
1.1 Source & Use of Funds

Planning & Development Services Dept.

Fiscal Year 2001-2002

Recommended Sources & Use of Funds

\$31.5 Million

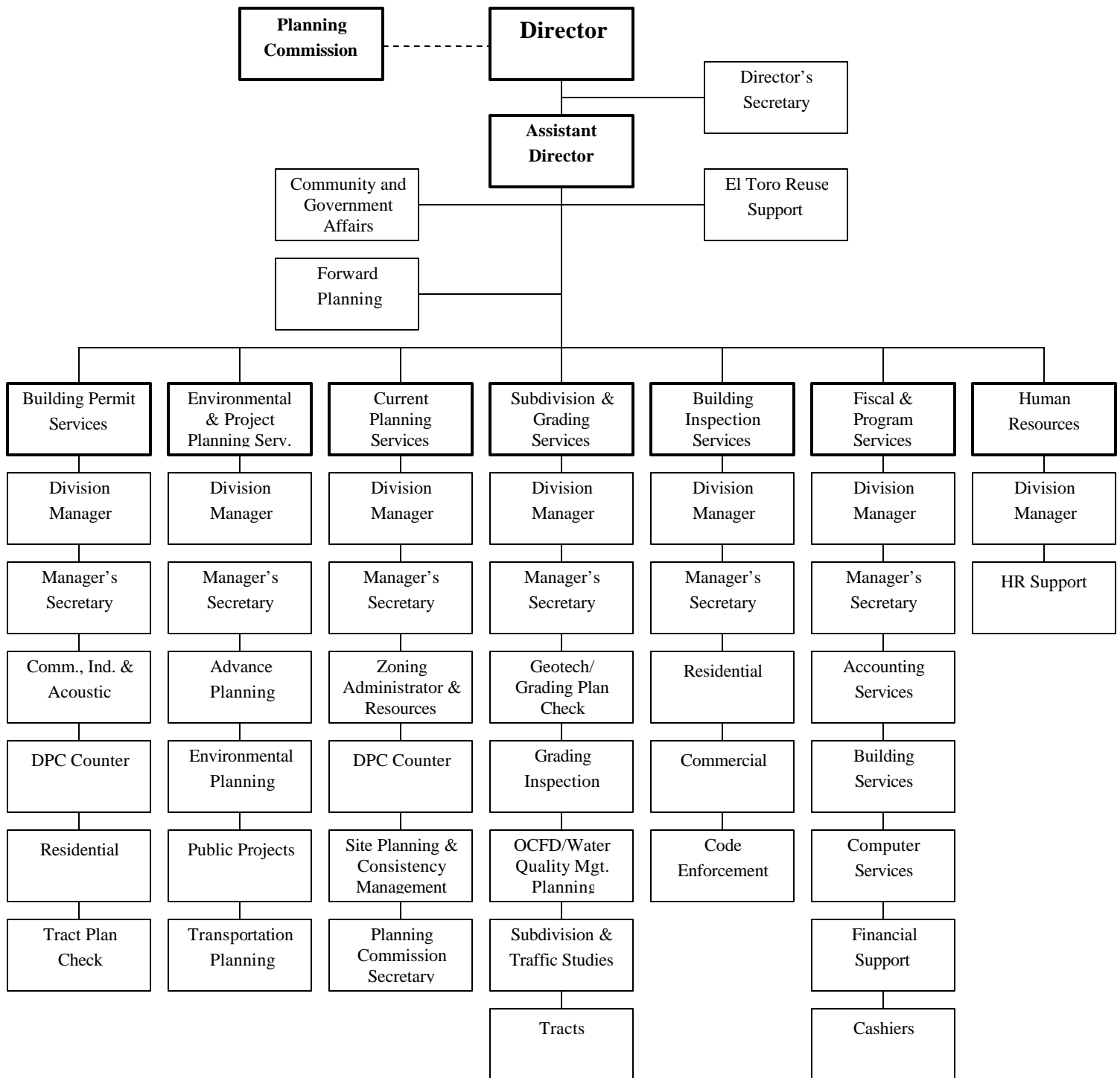


Planning & Development Services Department
Source & Use of Funds
Fiscal Year 2001-2002 Appropriation Summary

Agency	071 Planning & Development Services	113 Building and Safety	140 Air Quality Improvement	Total
Positions	93	106	0	199
<u>Expenditures</u>				
S&EB	6,488,783	8,636,941	0	15,125,724
Services & Supplies	5,183,953	10,112,867	154,423	15,451,243
Other Charges	2,000	4,000	0	6,000
Operating Transfer Out	0	0	180,000	180,000
Equipment	250,500	484,000	0	734,500
Total Appropriations:	11,925,236	19,237,808	334,423	31,497,467
<u>Revenues</u>				
Lic., Permits & Franchises	168,150	4,884,195	0	5,052,345
Interest	0	1,000,000	30,000	1,030,000
Contributions from Others	0	0	0	0
Intergovernmental Revenues	257,500	0	110,000	367,500
Planning & Engineering Fees	710,109	3,675,800	0	4,385,909
Charges for Other Services	7,647,768	1,132,092	0	8,779,860
Miscellaneous Revenues	20,300	160,848	5,000	186,148
Total Revenues:	8,803,827	10,852,935	145,000	19,801,762
Net County Cost	3,121,409	0	0	3,121,409
Fund Balance Available	0	8,384,873	189,423	8,574,296
Total Financing:	11,925,236	19,237,808	334,423	31,497,467

2 ORGANIZATIONAL STRUCTURE

2.1 PDSD Organization Chart



3 FUND 071

3.1 Planning & Development Services Mission & Accomplishments

Planning & Development Services Department

Fund 071

Fiscal Year 2001-2002 Appropriation Summary

Mission:

The Planning & Development Services Department (PDSD) is a team of dedicated professionals who serve the planning and development entitlement requirements of private and public project applicants within unincorporated areas. Our planners, engineers, technicians, and administrative support personnel serve both the current and, through stewardship of the physical environment, future residents of Orange County.

Budget At A Glance:

Year-End Projections	\$ 10,016,957
Fund 071 – Final Budget	\$ 11,925,236
Net County Cost – General Fund	\$ 3,121,409
Total Employees	93

Fiscal Year 2000-01 Key Project Accomplishments:

- ★ Successfully implemented all Performance Incentive Program (PIP) and the Management Performance Plans (MPP) for PDSD.
- ★ Successfully migrated the Help Desk, Expediter, and Job Code Systems from PFRD to PDSD.
- ★ Establishing a separate PDSD Network by June 2001, which includes tie-in to the County's ATM/Extranet to improve security and separate Intranet applications and exchange server from PFRD network.
- ★ Completed PDSD Online Services via Automated Permitting & Planning System (APPS) for Orange County Planning Projects; Code Enforcement Online Complaints Submittal; Permit Fee & Deposit Estimator; Virtual Development Processing Center; and Permit Inspecting and Request Processing.
- ★ Completed the purchase of three new vehicles for Code Enforcement Officers.
- ★ Implemented emergency wireless communication devices for PDSD Managers and Field Inspectors.

3.2 Appropriations Summary

Planning and Development Services Department Fund 071

Fiscal Year 2001-2002 Appropriation Summary

Object	Description	Amount
0101.00	Regular Salaries	\$ 4,974,261
0102.00	Extra Help	519,003
0103.00	Overtime	57,670
0105.00	Vacation Payoff	54,865
0106.00	Sick Leave Payoff	22,264
0110.00	Performance Incentive Pay (PIP)	37,498
0111.00	Other Pay	7,300
0200.00	Retirement	76,968
0204.00	Exec Mgmt Deferred Comp Exp	3,485
0301.00	Unemployment Insurance	3,980
0305.00	Salary Continuance Insurance	10,190
0306.00	Health Insurance	465,625
0308.00	Dental Insurance	20,427
0309.00	Life Insurance	3,157
0310.00	AD&D Insurance	580
0319.00	Other Insurance	19,458
0352.00	Work Comp - Gen	177,190
0401.00	Medicare	34,863
Salaries & Employee Benefits :		\$ 6,488,784
0600.00	Clothing & Personal Supplies	2,800
0700.00	Communications	102,500
1000.00	Household Expense	2,000
1100.00	Insurance	27,936
1300.00	Equipment Maintenance	53,750
1400.00	Building & Improvements Maintenance	336,000
1500.00	Medical, Dental & Laboratory Supplies	150
1600.00	Memberships	38,255
1800.00	Office Expense	158,575
1809.00	Minor Office Equipment	596,300
1900.00	Professional & Specialized Services	1,161,900

Fund 071
Fiscal Year 2001-2002 Appropriation Summary

Object	Description	Amount
1900.40	Flood-Project Related Prof Svcs	15,000
1900.50	Contract Services Not Otherwise Spc	1,124,100
1900.52	Miscellaneous	5,889
1900.63	Non-Environmental Planning Consultants	65,000
1900.A1	Accounting Services	75,000
1900.A3	Auditor/Controller Collect/Receivables	22,000
1900.C1	County Counsel Services	109,788
1900.E2	Reimburse Agency 080	452,350
1900.H1	HCA Services	2,708
1901.00	Data Processing Services	30,000
1902.00	Microfilming Services	60,000
1908.00	Temporary Help	95,000
2000.00	Publications & Legal Notices	11,480
2100.00	Equipment Rental	37,577
2200.00	Building Rents	458,944
2300.00	Small Tools and Instruments	2,500
2400.00	Special Departmental Expense	108,400
2405.00	Optional Benefit Plan	53,500
2600.00	Transportation & Travel	42,500
2700.00	Trans & Travel - Meetings/Conferences	79,050
	Services & Supplies :	\$ 5,330,952
3700.00	Taxes & Assessments	2,000
4000.00	Equipment	250,500
5100.00	Intrafund Transfers	(147,000)
	Total Appropriations :	\$ 11,925,236

Revenues

Object	Description	Amount
6450.00	Zoning Permits	15,050
6450.03	Zone Change Fee	29,600
6450.13	Use Permit Fee	123,500
	Licenses, Permits & Franchises :	\$ 168,150
6970.00	State-Other Revenue	7,500
7110.00	Federal - Other	250,000
	Intergovernmental Revenues :	\$ 257,500
7380.00	Planning & Engineering Services	688,609
7380.50	Planning & Engineering Services	10,000
7380.62	Site Plan Fee	6,500
7380.70	Tentative Parcel Map Fee	5,000
7590.00	Other Charges Current Services	70,000
7590.01	Other County Departments	49,000
7590.02	Non-County	100,000
7590.05	Other EMA-Admin Funds	5,000
7590.06	Other Revenues for Code Enforcement	45,000
7590.09	Air Quality Improvement Fund	80,000
7590.13	Building & Safety	1,723,909
7590.14	Local Redevelopment Agency	258,142
7590.15	Road	589,531
7590.17	Santa Ana Heights	210,000
7590.20	Indirect Billing	3,522,519
7590.24	Foothill Circulation Phasing Plan	13,000
7590.28	JWA Enterprise Fund	34,240
7590.29	Integrated Waste Management Fund	115,000
7590.30	Housing/Community Development	3,000
7590.31	Oil Well Inspections	65,000
7590.40	Flood	413,991
7590.45	HB&P	279,436
7590.48	Santa Ana River Project (SARP)	71,000
	Charges for Services :	\$ 8,357,877

Revenues

Object	Description	Amount
7661.00	Other Sales-Taxable	4,500
7670.00	Miscellaneous Revenues	15,800
	Miscellaneous Revenues :	\$ 20,300
	Total Revenues :	\$ 8,803,827
	Net County Cost	\$ 3,121,409
	Total Appropriations :	\$ 11,925,236

4 FUND 071 DIVISION BUDGETS

4.1 PDSD Director's Office

**Fund 071
Director's Office
Orgn. 4100**

Planning & Development Services Department's Director, Assistant Director and Secretary comprise this division. Each Division Manager reports directly to the PDSD Director. This relationship allows for greater accountability of the management team in implementing applicable department goals and objectives.

Object	Description	Amount
0101.00	Regular Salaries	\$ 304,835
0102.00	Extra Help	21,465
0105.00	Vacation Payoff	10,000
0106.00	Sick Leave Payoff	3,500
0111.00	Other Pay	500
0200.00	Retirement	7,165
0204.00	Exec Mgmt Deferred Comp Exp	3,485
0301.00	Unemployment Insurance	244
0305.00	Salary Continuance Insurance	1,554
0306.00	Health Insurance	17,259
0308.00	Dental Insurance	2,553
0309.00	Life Insurance	479
0310.00	AD&D Insurance	88
0319.00	Other Insurance	282
0401.00	Medicare	2,135
Salaries & Employee Benefits :		\$ 375,544
0700.00	Communications	12,000
1600.00	Memberships	32,155
1800.00	Office Expense	5,600
1900.00	Professional & Specialized Services	30,000
1908.00	Temporary Help	35,000
2100.00	Equipment Rental	6,500
2400.00	Special Departmental Expense	3,000
2600.00	Transportation & Travel	12,000
2700.00	Trans & Travel - Meetings/Conferences	11,750
Services & Supplies :		\$ 148,005
Total Appropriations :		\$ 523,549

Revenues

Object	Description	Amount
7590.13	Building & Safety	40,000
7590.14	Local Redevelopment Agency	104,965
7590.15	Road	3,000
7590.20	Indirect Billing	200,000
Charges for Services :		\$ 347,965
Total Revenues :		\$ 347,965
Net County Cost		\$ 175,584
Total Appropriations :		\$ 523,549

4.2 Current Planning Services

Fund 071 Current Planning Division Orgn 4200

Processes discretionary permits and zone charges for privately initiated development projects, coordinates public hearings for zoning administrator and planning commission, and enforces County's land use regulations. Provides staff support for the Development Processing Counter and administers County's resource management program which includes the Natural Communities Conservation Program.

Object	Description	Amount
0101.00	Regular Salaries	\$ 1,496,317
0102.00	Extra Help	72,654
0103.00	Overtime	5,000
0105.00	Vacation Payoff	16,000
0110.00	Performance Incentive Pay (PIP)	10,000
0111.00	Other Pay	1,000
0200.00	Retirement	24,644
0301.00	Unemployment Insurance	1,197
0305.00	Salary Continuance Insurance	3,297
0306.00	Health Insurance	133,392
0308.00	Dental Insurance	6,809
0309.00	Life Insurance	1,044
0310.00	AD&D Insurance	192
0319.00	Other Insurance	5,640
0401.00	Medicare	7,145
Salaries & Employee Benefits :		\$ 1,784,331
0700.00	Communications	27,000
1300.00	Equipment Maintenance	5,000
1400.00	Building & Improvements Maintenance	2,000
1600.00	Memberships	960
1800.00	Office Expense	27,000
1809.00	Minor Office Equipment	43,300
1900.00	Professional & Specialized Services	307,400
1900.40	Flood-Project Related Prof Svcs	15,000
1900.50	Contract Services Not Otherwise Spc	25,000

Current Planning Division
Orgn 4200

Object	Description	Amount
1902.00	Microfilming Services	60,000
1908.00	Temporary Help	30,000
2000.00	Publications & Legal Notices	5,000
2100.00	Equipment Rental	8,000
2400.00	Special Departmental Expense	6,000
2600.00	Transportation & Travel	7,000
2700.00	Trans & Travel - Meetings/Conferences	11,100
Services & Supplies :		\$ 579,760
4000.00	Equipment	70,500
5100.00	Intrafund Transfers	(5,000)
Total Appropriations :		\$ 2,429,591

Revenues

Object	Description	Amount
6450.00	Zoning Permits	14,000
6450.03	Zone Change Fee	25,000
6450.13	Use Permit Fee	70,000
Licenses, Permits & Franchises :		\$ 109,000
7110.00	Federal - Other	250,000
Intergovernmental Revenues :		\$ 250,000
7380.00	Planning & Engineering Services	166,609
7590.01	Other County Departments	10,000
7590.05	Other EMA-Admin Funds	5,000
7590.13	Building & Safety	1,007,636
7590.15	Road	206,021
7590.20	Indirect Billing	140,000
7590.24	Foothill Circulation Phasing Plan	8,000
7590.28	JWA Enterprise Fund	2,000
7590.29	Integrated Waste Management Fund	100,000
7590.40	Flood	243,391
7590.45	HB&P	153,436
7590.48	Santa Ana River Project	21,000
Charges for Services :		\$ 2,063,093
7670.00	Miscellaneous Revenue	300
Total Revenues :		\$ 2,422,393
Net County Cost		\$ 7,198
Total Appropriations :		\$ 2,429,591

4.3 Planning Commision

Fund 071
Planning Commission Division
Orgn. 4300

PDSD provides clerical support to the Planning Commission.

Object	Description	Amount
0101.00	Regular Salaries	\$ 33,514
0105.00	Vacation Payoff	1,355
0106.00	Sick Leave Payoff	2,000
0200.00	Retirement	322
0301.00	Unemployment Insurance	27
0306.00	Health Insurance	2,387
0319.00	Other Insurance	282
0401.00	Medicare	486
Salaries & Employee Benefits :		\$ 40,373
0700.00	Communications	500
1300.00	Equipment Maintenance	750
1800.00	Office Expense	2,000
1900.00	Professional & Specialized Services	60,000
2600.00	Transportation & Travel	2,500
2700.00	Trans & Travel - Meetings/Conferences	3,500
Services & Supplies :		\$ 69,250
Total Appropriations :		\$ 109,623

Revenues

Object	Description	Amount
6450.00	Zoning Permits	500
6450.03	Zone Change Fee	500
6450.13	Use Permit Fee	3,000
	Licenses, Permits & Franchises :	\$ 4,000
7380.00	Planning & Engineering Services	1,000
7380.62	Site Plan Fee	1,500
7590.13	Building & Safety	2,000
7590.15	Road	14,000
7590.20	Indirect Billing	3,000
7590.29	Integrated Waste Management Fund	10,000
7590.40	Flood	20,600
7590.45	HBP	6,000
	Charges for Services :	\$ 58,100
	Total Revenues :	\$ 62,100
	Net County Cost	47,523
	Total Appropriations :	\$ 109,623

4.4 El Toro Reuse Support

Fund 071
El Toro Reuse Support
Orgn. 4400

The Planning & Development Services Department provides support to the El Toro Master Development Program.

Object	Description	Amount
0101.00	Regular Salaries	\$ 179,958
0110.00	Performance Incentive Pay (PIP)	5,000
0200.00	Retirement	3,167
0301.00	Unemployment Insurance	144
0305.00	Salary Continuance Insurance	767
0306.00	Health Insurance	22,137
0308.00	Dental Insurance	1,702
0309.00	Life Insurance	246
0310.00	AD&D Insurance	45
0319.00	Other Insurance	282
0401.00	Medicare	1,713
Salaries & Employee Benefits :		\$ 215,161
0700.00	Communications	1,000
1900.00	Professional & Specialized Services	150,000
2600.00	Transportation & Travel	500
2700.00	Trans & Travel - Meetings/Conferences	1,000
Services & Supplies :		\$ 152,500
Total Appropriations :		\$ 367,661
<u>Revenues</u>		
7590.14	Local Redevelopment Agency	153,177
7590.20	Indirect Billing	60,000
Charges for Services :		\$ 213,177
Total Revenues :		\$ 213,177
Net County Cost		\$ 154,484
Total Appropriations :		\$ 367,661

4.5 Environment & Project Planning Services

Fund 071 Environmental & Project Planning Orgn. 4500

Maintains the County General Plan, prepares community, specific and area plans, prepares and reviews Environmental Impact Reports. Coordinates implementation activities for Orange County Development Agency - Santa Ana Heights, provides transportation planning and implements the County Growth Management Program. Also assists in processing annexation requests and gathers and reports County demographics data.

Object	Description	Amount
0101.00	Regular Salaries	\$ 1,654,802
0102.00	Extra Help	118,722
0103.00	Overtime	4,000
0105.00	Vacation Payoff	15,000
0110.00	Performance Incentive Pay (PIP)	12,000
0111.00	Other Pay	4,000
0200.00	Retirement	24,784
0301.00	Unemployment Insurance	1,324
0305.00	Salary Continuance Insurance	2,533
0306.00	Health Insurance	149,490
0308.00	Dental Insurance	5,107
0309.00	Life Insurance	761
0310.00	AD&D Insurance	140
0319.00	Other Insurance	7,050
0401.00	Medicare	9,914
Salaries & Employee Benefits :		\$ 2,009,627
0700.00	Communications	16,000
1000.00	Household Expense	2,000
1400.00	Building & Improvements Maintenance	1,000
1500.00	Medical, Dental & Laboratory Supplies	150
1600.00	Memberships	980
1800.00	Office Expense	28,500
1809.00	Minor Office Equipment	10,000
1900.63	Non-Environmental Planning Consultants	65,000
2000.00	Publications & Legal Notices	4,480
2100.00	Equipment Rental	9,078

Environmental & Project Planning
Orgn. 4500

Object	Description	Amount
2400.00	Special Departmental Expense	7,500
2600.00	Transportation & Travel	5,000
2700.00	Trans & Travel - Meetings/Conferences	4,300
	Services & Supplies :	\$ 153,988
5100.00	Intrafund Transfers	(140,000)
	Total Appropriations :	\$ 2,023,615

Revenues

Object	Description	Amount
6450.00	Zoning Permits	500
6450.03	Zone Change Fee	3,600
6450.13	Use Permit Fee	50,000
Licenses, Permits & Franchises :		\$ 54,100
7380.00	Planning & Engineering Services	520,000
7380.50	Planning & Engineering Services	10,000
7380.62	Site Plan Fee	5,000
7380.70	Tentative Parcel Map Fee	5,000
7590.00	Other Charges for Services	5,000
7590.01	Other County Departments	39,000
7590.09	Air Quality Improvement Fund	80,000
7590.13	Building & Safety	100,000
7590.15	Road	350,000
7590.17	Santa Ana Heights	210,000
7590.20	Indirect Billing	135,000
7590.24	Foothill Circulation Phasing Plan	5,000
7590.28	JWA Enterprise Fund	32,240
7590.29	Integrated Waste Management Fund	5,000
7590.30	Housing & Community Development	3,000
7590.40	Flood	150,000
7590.45	HB&P	120,000
7590.48	Santa Ana River Project (SARP)	50,000
Charges for Services :		\$ 1,824,240
Total Revenues :		\$ 1,878,340
Net County Cost		\$ 145,275
Total Appropriations :		\$ 2,023,615

4.6 Code Enforcement

Fund 071 Code Enforcement Orgn. 4600

Facilitates the enforcement of Titles 2, 3, 4, 6 and 7 of the Orange County Codified Ordinance (OCCO) and a resolution establishing a schedule of fines for Grading Code violations. Also issues Civil Citations that impose fines upon persons who violate the Orange County Codified Ordinances.

Object	Description	Amount
0101.00	Regular Salaries	\$ 504,825
0102.00	Extra Help	34,984
0103.00	Overtime	35,052
0105.00	Vacation Payoff	8,000
0110.00	Performance Incentive Pay (PIP)	3,200
0111.00	Other Pay	600
0200.00	Retirement	4,846
0301.00	Unemployment Insurance	404
0306.00	Health Insurance	61,729
0319.00	Other Insurance	2,538
0401.00	Medicare	4,925
Salaries & Employee Benefits :		<u>\$ 661,103</u>
0600.00	Clothing & Personal Supplies	2,800
0700.00	Communications	2,000
1300.00	Equipment Maintenance	1,000
1400.00	Building & Improvements Maintenance	9,000
1600.00	Memberships	2,000
1800.00	Office Expense	29,300
1809.00	Minor Office Equipment	84,700
1900.00	Professional & Specialized Services	70,000
2000.00	Publications & Legal Notices	2,000
2100.00	Equipment Rental	3,500
2200.00	Building Rents	20,000
2300.00	Small Tools and Instruments	2,500
2400.00	Special Departmental Expense	13,850

Code Enforcement
Orgn. 4600

Object	Description	Amount
2600.00	Transportation & Travel	7,000
2700.00	Trans & Travel - Meetings/Conferences	8,000
	Services & Supplies :	\$ 257,650
	Total Appropriations :	\$ 918,753

Revenues

7590.06	Other Revenues for Code Enforcement	45,000
7590.13	Building & Safety	87,609
7590.15	Road	12,510
7590.20	Indirect Billing	1,000
7590.31	Oil Well Inspections	65,000
	Charges for Services :	\$ 211,119
	Total Revenues :	\$ 211,119
	Net County Cost	\$ 707,634
	Total Appropriations :	\$ 918,753

4.7 Fiscal & Program Services

Fund 071 Fiscal & Program Services Division Orgn. 4700

Provides quality services and support functions to all PDSD divisions and clients, including budget and financial services, payroll, building maintenance, records management, banking functions, information technology, and purchasing. In an effort to improve the reporting organization structure information, the agency-wide shared services were incorporated into this activity.

Object	Description	Amount
0101.00	Regular Salaries	\$ 619,264
0102.00	Extra Help	236,193
0103.00	Overtime	11,513
0105.00	Vacation Payoff	4,510
0106.00	Sick Leave Payoff	16,764
0110.00	Performance Incentive Pay (PIP)	7,298
0111.00	Other Pay	1,200
0200.00	Retirement	8,793
0301.00	Unemployment Insurance	495
0305.00	Salary Continuance Insurance	1,602
0306.00	Health Insurance	67,834
0308.00	Dental Insurance	3,405
0309.00	Life Insurance	492
0310.00	AD&D Insurance	90
0319.00	Other Insurance	2,537
0401.00	Medicare	7,000
Salaries & Employee Benefits :		\$ 988,990
0700.00	Communications	16,500
1300.00	Equipment Maintenance	2,000
1400.00	Building & Improvements Maintenance	8,000
1600.00	Memberships	2,000
1800.00	Office Expense	40,000
1809.00	Minor Office Equipment	30,000
1900.00	Professional & Specialized Services	178,000
1900.A1	Accounting Services	75,000
1908.00	Temporary Help	30,000

Fiscal & Program Services Division
Orgn. 4700

Object	Description	Amount
2100.00	Equipment Rental	7,000
2400.00	Special Departmental Expense	37,300
2600.00	Transportation & Travel	2,500
2700.00	Trans & Travel - Meetings/Conferences	26,400
	Services & Supplies :	\$ 454,700
	Total Appropriations :	\$ 1,443,690
 <u>Revenues</u>		
7590.13	Building & Safety	449,944
7590.15	Road	2,500
7590.20	Indirect Billing	600,000
	Charges for Services :	\$ 1,052,444
7670.00	Miscellaneous Revenues	500
	Total Revenues :	1,052,944
	Net County Cost	\$ 390,746
	Total Requirements :	\$ 1,443,690

4.8 Human Resources

Fund 071 Human Resources Orgn. 4800

Provide employees with professional and technical service and guidance. In addition, to ensure the hiring and retention of employees who view the County of Orange as a challenging career opportunity.

Object	Description	Amount
0101.00	Regular Salaries	\$ 180,746
0102.00	Extra Help	34,984
0103.00	Overtime	2,105
0200.00	Retirement	3,247
0301.00	Unemployment Insurance	145
0305.00	Salary Continuance Insurance	437
0306.00	Health Insurance	11,397
0308.00	Dental Insurance	851
0309.00	Life Insurance	135
0310.00	AD&D Insurance	25
0319.00	Other Insurance	846
0401.00	Medicare	1,546
Salaries & Employee Benefits :		\$ 236,464
0700.00	Communications	2,500
1400.00	Building & Improvements Maintenance	1,000
1600.00	Memberships	160
1800.00	Office Expense	6,175
1809.00	Minor Office Equipment	5,000
1900.50	Contract Svcs. Not Otherwise Specified	20,000
2100.00	Equipment Rental	1,500
2400.00	Special Departmental Expense	10,750
2700.00	Trans & Travel - Meetings/Conferences	7,000
Services & Supplies :		\$ 54,085
Total Appropriations :		\$ 290,549

Revenues

Object	Description	Amount
7590.20	Indirect Billing	220,519
Total Revenues :		220,519
Net County Cost		70,030
Total Appropriations :		\$ 290,549

4.9 Agencywide – Shared Services

Agencywide - Shared Services Orgn. 0900

Object	Description	Amount
0352.00	Work Comp - Gen	177,190
	Salaries & Employee Benefits :	\$ 177,190
0700.00	Communications	25,000
1100.00	Insurance	27,936
1300.00	Equipment Maintenance	45,000
1400.00	Building & Improvements Maintenance	315,000
1800.00	Office Expense	20,000
1809.00	Minor Office Equipment	423,300
1900.00	Professional & Specialized Services	366,500
1900.50	Contract Services Not Otherwise Spc	1,079,100
1900.52	Miscellaneous	5,889
1900.A3	Auditor/Controller Collect/Receivables	22,000
1900.C1	County Counsel Services	109,788
1900.E2	Reimburse Agency 080	452,350
1900.H1	HCA Services	2,708
1900.01	Data Processing Services	30,000
2100.00	Equipment Rental	2,000
2200.00	Building Rents	438,944
2400.00	Special Departmental Expense	30,000
2405.00	Optional Benefit Plan	53,500
2600.00	Transportation & Travel	6,000
2700.00	Trans & Travel - Meetings/Conferences	6,000
	Services & Supplies :	\$ 3,461,015
3700.00	Taxes & Assessments	2,000
4000.00	Equipment	180,000
5100.00	Intrafund Transfers	(2,000)
	Total Appropriations :	\$ 3,818,205

Revenues

Object	Description	Amount
6450.00	Zoning Permits	50
6450.03	Zone Charge Fees	500
6450.13	Use Permit Fees	500
	Licenses, Permits & Franchises :	\$ 1,050
6970.00	State-Other Revenue	7,500
	Intergovernmental Revenues :	\$ 7,500
7380.00	Planning & Engineering Services	1,000
7590.00	Other Charges Current Services	65,000
7590.02	Non-County	100,000
7590.13	Building & Safety	36,720
7590.15	Road	1,500
7590.20	Indirect Billing	2,163,000
	Charges for Services :	\$ 2,367,220
7661.00	Other Sales-Taxable	4,500
7670.00	Miscellaneous Revenues	15,000
	Miscellaneous Revenues :	\$ 19,500
	Total Revenues :	\$ 2,395,270
	Net County Cost	\$ 1,422,935
	Total Appropriations :	\$ 3,818,205

5 FUND 113

5.1 Building & Safety Purpose & Accomplishments

Planning & Development Services Department

Fund 113 – Building & Safety

Fiscal Year 2001-2002 Appropriation Summary

Purpose:

The Building and Safety Fund is a Restricted/Special Revenue Fund to enforce safety codes, ordinances and statutes related to construction and use of buildings, oil production, signs, zoning and community development in unincorporated areas of Orange County.

Budget At A Glance:

Year-End Projections	\$ 15,454,892
Fund 113 – Final Budget	\$ 19,237,808
Reserves	\$ 8,384,873
Total Employees	106

Fiscal Year 2000-01 Key Project Accomplishments:

- ★ Completed PDSD Online Services via Automated Permitting & Planning System (APPS) for Code Enforcement Online Complaint Submittal; Permit Fee & Deposit Estimator; Virtual Development Processing Center; and Permit Inspecting and Request Processing.
- ★ Completion of Automated Permitting & Planning System (APPS) Phase II Modules. Successfully deployed are Building Inspection, Code Enforcement, Building & Grading Plan Check, Building Permits and Digital Signature.
- ★ Completed the purchase of six replacement vehicles for field inspectors in Building Inspection.
- ★ On June 12, 2001 Board of Supervisors approved position augmentations for a Planner IV for Subdivision and Grading Services Division and an Engineering Tech II for Building Permits Division to provide counter services and process projects to meet the demands of our clients in the DPC.

5.2 Appropriations Summary

Planning & Development Services Department Fund 113 - Building And Safety Fiscal Year 2001-2002 Appropriation Summary

Object	Description	Amount
0101.00	Regular Salaries	\$ 6,590,089
0102.00	Extra Help	631,379
0103.00	Overtime	99,181
0105.00	Vacation Payoff	84,000
0106.00	Sick Leave Payoff	36,000
0110.00	Performance Incentive Pay (PIP)	9,261
0111.00	Other Pay	3,500
0200.00	Retirement	69,224
0301.00	Unemployment Insurance	5,304
0305.00	Salary Continuance Insurance	1,563
0306.00	Health Insurance	523,361
0308.00	Dental Insurance	2,664
0309.00	Life Insurance	462
0310.00	AD&D Insurance	83
0319.00	Other Insurance	30,303
0352.00	Work Comp - Gen	490,950
0401.00	Medicare	59,616
Salaries & Employee Benefits :		\$ 8,636,940
0700.00	Communications	101,500
1100.00	Insurance	(10,816)
1300.00	Equipment Maintenance	3,500
1400.00	Building & Improvements Maintenance	302,900
1600.00	Memberships	1,696
1800.00	Office Expense	197,300
1809.00	Minor Office Equipment	738,760
1900.00	Professional & Specialized Services	638,665
1900.12	Engineering Services	485,523
1900.38	B&S-Other Services	3,982,531
1900.50	Contract Services Not Otherwise Spc	2,012,830
1900.A1	Accounting Services	94,000

Fund 113
Fiscal Year 2000-2001 Appropriation Summary

Object	Description	Amount
1900.A3	Auditor/Controller Collect/Receivables	9,000
1900.A4	County Overhead (CWCAP)	480,751
1900.H1	HCA Services	4,500
1901.00	Data Processing Services	2,000
1902.00	Microfilming Services	15,000
1908.00	Temporary Help	61,000
	Professional & Specialized Services :	\$ 7,785,800
2000.00	Publications & Legal Notices	3,500
2100.00	Equipment Rental	27,123
2200.00	Building Rents	495,000
2300.00	Small Tools & Instruments	7,900
2400.00	Special Departmental Expense	253,950
2405.00	Optional Benefit Plan	6,000
2600.00	Transportation & Travel	176,000
2700.00	Trans & Travel - Meetings/Conferences	22,755
	Services & Supplies :	\$ 10,112,868
3700.00	Taxes & Assessments	4,000
4000.00	Equipment	484,000
	Total Appropriations :	\$ 19,237,808

Revenues

Object	Description	Amount
6420.01	PCO Registration	500
6430.00	Construction Permits	40,000
6430.21	Residual Prmt Fee	2,950,368
6430.22	Non-Residential Prmt Fee	1,060,527
6430.56	Grading Prmt Fee	775,000
6450.00	Zoning Permits	700
6450.03	Zone Change Fee	2,000
6450.13	Use Permit Fee	20,100
6460.77	Special Inspector License	35,000
Licenses, Permits & Franchises :		\$ 4,884,195
6610.00	Interest	1,000,000
Revenue from Use of Money & Property :		\$ 1,000,000
7360.00	Legal Services	300
7380.05	Landscape Review	260,000
7380.16	Engineering Services Fee	200,000
7380.25	Grading Plan Check Fee	780,000
7380.28	Inspection Fee	800,000
7380.40	Non-Residential Plan Check Fee	665,000
7380.55	Residential Plan Check Fee	900,000
7380.62	Site Plan Fee	18,500
7380.70	Tentative Parcel Map Fee	45,500
7380.80	Water Surface Report Fee	6,500
7590.00	Other Charges Current Services	7,500
7590.01	Other County Departments	4,500
7590.15	Road	860,092
7590.40	Flood	260,000
Charges for Services :		\$ 4,807,892

Revenues

Object	Description	Amount
7670.00	Miscellaneous Revenues	2,548
7670.56	Misc. Revenue (Bankruptcy Settlement)	143,000
7690.00	Service Charge NSF Checks	300
	Miscellaneous Revenues :	\$ 145,848
7852.00	Non-Taxable Sales - Resale	15,000
	Other Financing Sources :	\$ 15,000
	Total Revenues :	\$ 10,852,935
	Building & Safety Reserves	8,384,873
	Total Appropriations :	\$ 19,237,808

6 FUND 113 DIVISION BUDGETS

6.1 Subdivision & Grading Services

Fund 113 Subdivision & Grading Services Division Orgn: 6200

Maintains subdivision tentative maps, reviews and approves street and drainage improvement plans, processes Subdivision Committee agenda, administers the Master Plan of Drainage, and issues and inspects grading permits.

Object	Description	Amount
0101.00	Regular Salaries	\$ 2,233,139
0102.00	Extra Help	34,920
0103.00	Overtime	24,181
0105.00	Vacation Payoff	26,000
0106.00	Sick Leave Payoff	1,000
0110.00	Performance Incentive Pay (PIP)	6,261
0200.00	Retirement	23,455
0301.00	Unemployment Insurance	1,795
0305.00	Salary Continuance Insurance	530
0306.00	Health Insurance	174,880
0308.00	Dental Insurance	888
0309.00	Life Insurance	154
0310.00	AD&D Insurance	28
0319.00	Other Insurance	10,003
0401.00	Medicare	17,707
Salaries & Employee Benefits :		\$ 2,554,941
0700.00	Communications	14,000
1400.00	Building & Improvements Maintenance	2,500
1800.00	Office Expense	22,000
1900.00	Professional & Specialized Services	175,455
1908.00	Temporary Help	1,000
2100.00	Equipment Rental	5,000
2400.00	Special Departmental Expense	6,000
2600.00	Transportation & Travel	23,000
2700.00	Trans & Travel - Meetings/Conferences	1,450
Services & Supplies :		\$ 250,405
Total Appropriations :		\$ 2,805,346

Revenues

Object	Description	Amount
6430.00	Construction Permits	40,000
6430.56	Grading Prmt Fee	775,000
6450.00	Zoning Permits	700
6450.03	Zone Change Fee	2,000
6450.13	Use Permit Fee	20,000
Licenses, Permits & Franchises :		\$ 837,700
7380.05	Landscape Review	260,000
7380.16	Engineering Services Fee	200,000
7380.25	Grading Plan Check Fee	780,000
7380.28	Inspection Fee	800,000
7380.62	Site Plan Fee	18,000
7380.70	Tentative Parcel Map Fee	45,000
7380.80	Water Surface Report Fee	6,500
7590.01	Other County Departments	4,500
7590.15	Road	778,292
7590.40	Flood	260,000
Charges for Services :		\$ 3,152,292
7670.00	Miscellaneous Revenue	348
7690.00	Service Charge NSF Checks	50
Miscellaneous Revenues :		\$ 398
Total Revenues :		\$ 3,990,390
Building & Safety Reserves		(1,185,044)
Total Appropriations :		\$ 2,805,346

6.2 Building Permits Services

Fund 113
Building Permits Services Division
Orgn: 6300

Reviews and approves all plans for building improvements and community development within unincorporated areas of the County. Issues building, plumbing, electrical and mechanical, and use and occupancy permits.

Object	Description	Amount
0101.00	Regular Salaries	\$ 1,495,185
0102.00	Extra Help	139,594
0103.00	Overtime	50,000
0105.00	Vacation Payoff	18,000
0110.00	Performance Incentive Pay (PIP)	3,000
0200.00	Retirement	16,524
0301.00	Unemployment Insurance	1,220
0305.00	Salary Continuance Insurance	521
0306.00	Health Insurance	121,970
0308.00	Dental Insurance	888
0309.00	Life Insurance	154
0310.00	AD&D Insurance	28
0319.00	Other Insurance	6,178
0401.00	Medicare	11,565
Salaries & Employee Benefits :		\$ 1,864,827
0700.00	Communications	15,500
1600.00	Memberships	675
1800.00	Office Expense	42,950
1809.00	Minor Office Equipment	10,000
1900.12	Engineering Services	485,523
1902.00	Microfilming Services	15,000
1908.00	Temporary Help	15,000
2100.00	Equipment Rental	7,623
2400.00	Special Departmental Expense	25,000

Building Permits Services Division
Orgn: 6300

Object	Description	Amount
2600.00	Transportation & Travel	6,000
2700.00	Trans & Travel - Meetings/Conferences	4,405
	Services & Supplies :	\$ 627,676
	Total Appropriations :	\$ 2,492,503

Revenues

6420.01	PCO Registration	500
6450.13	Use Permit Fees	100
	Licenses, Permits & Franchises :	\$ 600
7360.00	Legal Services	300
7380.40	Non-Residential Plan Check Fee	665,000
7380.55	Residential Plan Check Fee	900,000
7380.62	Site Plan Fee	500
7380.70	Tentative Map Fee	500
7590.15	Road	1,800
	Charges for Services :	1,568,100
7670.00	Miscellaneous Revenues	100
	Total Revenues :	\$ 1,568,800
	Building & Safety Reserves	923,703
	Total Appropriations :	\$ 2,492,503

6.3 Building Inspection Services

Fund 113
Building Inspection Services Division
Orgn: 6600

Enforces safety codes, ordinances and statutes related to the construction and use of buildings, signs, zoning and community development in unincorporated areas of the County. In an effort to improve reporting organization structure information, the agency-wide shared services were incorporated into this activity.

Object	Description	Amount
0101.00	Regular Salaries	\$ 2,861,765
0102.00	Extra Help	456,865
0103.00	Overtime	25,000
0105.00	Vacation Payoff	40,000
0106.00	Sick Leave Payoff	35,000
0111.00	Other Pay	3,500
0200.00	Retirement	29,245
0301.00	Unemployment Insurance	2,289
0305.00	Salary Continuance Insurance	512
0306.00	Health Insurance	226,511
0308.00	Dental Insurance	888
0309.00	Life Insurance	154
0310.00	AD&D Insurance	28
0319.00	Other Insurance	14,122
0401.00	Medicare	30,344
Salaries & Employee Benefits :		\$ 3,726,223
0700.00	Communications	65,000
1300.00	Equipment Maintenance	3,500
1400.00	Building & Improvements Maintenance	400
1600.00	Memberships	1,020
1800.00	Office Expense	55,400
1809.00	Minor Office Equipment	14,800
1900.00	Professional & Specialized Services	25,000
1908.00	Temporary Help	25,000
2000.00	Publications & Legal Notices	2,500
2100.00	Equipment Rental	10,000
2200.00	Building Rents	180,000

Building Inspection Services Division
Orgn: 6600

Object	Description	Amount
2300.00	Small Tools & Instruments	7,900
2400.00	Special Departmental Expense	82,250
2600.00	Transportation & Travel	120,000
2700.00	Trans & Travel - Meetings/Conferences	16,900
	Services & Supplies :	\$ 609,670
4000.00	Equipment	240,000
	Total Appropriations :	\$ 4,575,893
<u>Revenues</u>		
6430.21	Residual Prmt Fee	2,950,368
6430.22	Non-Residential Prmt Fee	1,060,527
6460.77	Special Inspector License	35,000
	Licenses, Permits & Franchises :	\$ 4,045,895
7590.15	Road	80,000
	Charges for Services :	\$ 80,000
7670.00	Miscellaneous Revenues	100
7690.00	Service Charge NSF Checks	200
	Miscellaneous Revenues :	\$ 300
	Total Revenues :	\$ 4,126,195
	Building & Safety Reserves	449,698
	Total Appropriations :	\$ 4,575,893

6.4 Agencywide – Shared Services

Fund 113

Agencywide - Shared Services

Orgn: 0900

Object	Description	Amount
0352.00	Work Comp - Gen	490,950
	Salaries & Employee Benefits :	\$ 490,950
0700.00	Communications	7,000
1100.00	Insurance	(10,816)
1400.00	Building & Improvements Maintenance	300,000
1800.00	Office Expense	76,950
1809.00	Minor Office Equipment	713,960
1900.00	Professional & Specialized Services	438,210
1900.38	B&S-Other Services	3,982,531
1900.50	Contract Services Not Otherwise Spc	2,012,830
1900.A1	Accounting Services	94,000
1900.A3	Auditor/Controller Collect/Receivables	9,000
1900.A4	County Overhead (CWCAP)	480,751
1900.H1	HCA Services	4,500
1901.00	Data Processing Services	2,000
1908.00	Temporary Help	20,000
2000.00	Publications & Legal Notices	1,000
2100.00	Equipment Rental	4,500
2200.00	Building Rents	315,000
2400.00	Special Departmental Expense	140,700
2405.00	Optional Benefit Plan	6,000
2600.00	Transportation & Travel	27,000
	Services & Supplies :	\$ 8,625,116
3700.00	Taxes & Assessments	4,000
4000.00	Equipment	244,000
	Total Appropriations :	\$ 9,364,066

Revenues

Object	Description	Amount
6610.00	Interest	1,000,000
	Revenue from Use of Money & Property :	\$ 1,000,000
7590.00	Other Charges Current Services	7,500
	Charges for Services :	\$ 7,500
7670.00	Miscellaneous Revenues	2,000
7670.56	Misc. Revenue (Bankruptcy Settlement)	143,000
7690.00	Service Charge NSF Checks	50
	Miscellaneous Revenues :	\$ 145,050
7852.00	Non-Taxable Sales - Resale	15,000
	Other Financing Sources :	\$ 15,000
	Total Revenues :	\$ 1,167,550
	Building & Safety Reserves	8,196,516
	Total Appropriations :	\$ 9,364,066

7 AIR QUALITY IMPROVEMENT

7.1 Purpose & Accomplishments

Planning & Development Services Department Fund 140 – Air Quality Improvement Fiscal Year 2001-2002 Appropriation Summary

Purpose:

The purpose of the Air Quality Improvement Fund is to promote programs to reduce air pollution from motor vehicles, and was established pursuant to passage of the 1988 California Clean Air Act. A portion of car registration fees provided by the State of California is the primary funding source.

Budget At A Glance:

Year-End Projections	\$ 318,079
Fund 140 – Final Budget	\$ 334,423
Reserves	\$ 189,423
Total Employees	0

Fiscal Year 2000-01 Key Project Accomplishments:

- ◆ Respect of clients is important to enhance quality of life of Orange County residents. This is accomplished by successfully instituting new initiatives such as the placement of the Information Kiosks throughout the County, and the leasing of two Electrical Cars to reduce motor vehicle emissions in the environment.

7.2 Appropriations Summary

Planning and Development Services Department Fund 140 - Air Quality Improvement Fiscal Year 2001-2002 Appropriation Summary

Object	Description	Amount
1800.00	Office Expense	20,000
1900.00	Professional & Specialized Services	10,039
1900.07	Rideshare Voucher Reimb	10,000
1900.65	Transportation Planning	25,000
1900.A4	County Overhead (CWCAP)	713
1900.E1	Reimburse Agency 071	71,021
1900.E5	Reimburse Flood 400	1,500
1900.K2	Treasurer's Investment Fee	800
2400.00	Special Departmental Expense	15,000
2600.00	Transportation & Travel	350
Services & Supplies Total :		\$ 154,423
4800.00	Operating Transfers Out	180,000
Total Appropriations :		\$ 334,423

Revenues

6610.00	Interest	30,000
Revenue from Use of Money & Property :		\$ 30,000
7130.00	Contributions from Others	110,000
Intergovernmental Revenues :		\$ 110,000
7670.56	Misc. Revenue (Bankruptcy Settlement)	5,000
Miscellaneous Revenues :		\$ 5,000
Total Revenues :		\$ 145,000
Reserves		189,423
Total Appropriations :		\$ 334,423

8 EXTRA HELP SUMMARY

Planning & Development Services Department Extra-Help Budget Summary Fiscal Year 2001-2002

Orgn	Division	Class Code	Title of Position	# of Pos.	% FTE	Salary per Pos.	Amount
FUND 071							
4100	Director's Office	2105GE	Planner I	1	50%	\$ 21,465	\$ 21,465
			<i>Director's Office Total :</i>	<i>1</i>			<i>21,465</i>
4200	Current Planning Services	2105GE	Planner I	1	100%	42,931	42,931
		0522CL	Office Technician	1	100%	29,723	29,723
			<i>Current Planning Services Total :</i>	<i>2</i>			<i>72,654</i>
4500	Environmental & Project Planning	2116SM	Planner IV	1	100%	62,670	62,670
		8105GE	Staff Aid II	2	100%	28,026	56,052
			<i>Environmental & Project Planning Total :</i>	<i>3</i>			<i>118,722</i>
4600	Code Enforcement	0536CL	Office Specialist	1	100%	34,984	34,984
			<i>Code Enforcement Total :</i>	<i>1</i>			<i>34,984</i>
4700	Fiscal & Program Svcs.	0536CL	Office Specialist	3	100%	34,984	104,952
		0522CL	Office Technician	2	100%	29,723	59,446
		0810CL	Accounting Assistant II	1	100%	34,984	34,984
		0815CL	Senior Accounting Assistant	1	100%	36,810	36,810
			<i>Fiscal & Program Services Total :</i>	<i>7</i>			<i>236,192</i>
4800	Human Resources	0536CL	Office Specialist	1	100%	34,984	34,984
			<i>Human Resources Total :</i>	<i>1</i>			<i>34,984</i>
			<i>Planning & Development Services Total :</i>	<i>15</i>		<i>\$</i>	<i>519,001</i>
FUND 113							
6200	Subdivision & Grading Services	1815GE	Civil Engineer	1	46%	\$ 34,920	\$ 34,920
			<i>Subdivision & Grading Services Total :</i>	<i>1</i>			<i>34,920</i>
6300	Building Permit	5328SM	Supvg. Bldg. Inspector	1	100%	71,730	71,730
		1810GE	Civil Engineering Assistant	1	100%	67,864	67,864
			<i>Building Permits Services Total :</i>	<i>2</i>			<i>139,594</i>
6600	Building Inspection Services	5333MA	Mgr. Building Inspection	1	25%	20,859	20,859
		0522CL	Office Technician	1	100%	30,002	30,002
		0522CL	Office Technician	1	100%	30,002	30,002
		5324GE	Building Inspection	6	100%	376,002	376,002
			<i>Building Inspection Services Total :</i>	<i>9</i>			<i>456,865</i>
			<i>Building & Safety Total :</i>	<i>12</i>		<i>\$</i>	<i>631,379</i>

9 OVERTIME SUMMARY

Planning & Development Services Department Overtime Budget Summary Fiscal Year 2001-2002

Fund	Agency	Orgn	Title	Amount
FUND 071				
100	071	4200	Current Planning	\$ 5,000
		4500	Environmental & Project Planning	4,000
		4600	Code Enforcement	35,052
		4700	Fiscal & Program Services	11,513
		4800	Human Resources	2,105
			Planning Total :	\$ 57,670
FUND 113				
113	113	6200	Subdivision & Grading Services	\$ 24,181
		6300	Building Permit Services	50,000
		6600	Building Inspection Services	25,000
			Building & Safety Total :	\$ 99,181
			Total PDSD Overtime Budget :	\$ 156,851

10 MEMBERSHIP SUMMARY

Planning & Development Services Department Membership Budget Summary Fiscal Year 2001-2002

Orgn	Division	Description	Amount
FUND 071			
4100	Director's Office	American Planning Association	\$ 280
		California County Planning Commissioners	150
		California County Planning Directors Association	25
		Planning Directors Association of Orange County	75
		Regents, University of California (OC Annual Survey)	1,250
		So. California Association of Governments (SCAG)	30,000
		Urban Land Institute	375
		Director's Office Total :	32,155
4200	Current Planning Services	American Society of Landscape Architects	150
		International Society of Arboricultural	150
		State Arborist License	150
		Urban Water Institute	300
		URISA	100
		Water Advisory Commision of Orange County	110
		Current Planning Services Total :	960
4500	Environmental & Project Planning Services	Association of Environmental Professionals (AEP)	100
		Planning Advisory Service (PAS)	850
		Orange County Traffic Engineering Council	30
		Environmental & Project Planning Services Total :	980
4600	Code Enforcement	Int'l Conference of Building Officials	1,000
		So. Ca. Association of Code Enforcement Officials	1,000
		Code Enforcement Total :	2,000
4700	Fiscal & Program Services	California Public Purchasing Officers	120
		Chapman University	500
		UCLA Economic Forecast	1,000
		NIGP	380
		Fiscal & Program Services Total :	2,000
4800	Human Resources	Society for Human Resource Management	160
		Fiscal & Program Services Total :	160
		Planning & Development Services Total Membership :	\$ 38,255

Planning & Development Services Department

Membership Budget Summary

Fiscal Year 2001-2002

Orgn	Division	Description	Amount
FUND 113			
6300	Building Permit Services	California Building Officials	\$ 160
		Int'l Conference of Building Officials	250
		Int'l Association of Plumbing & Mech. Officials	30
		Orange County Empire Chapter of ICBO	35
		Structural Engineers Assoc. of So.Ca. Bldg. Officials	200
		<i>Building Permit Services Total :</i>	<i>675</i>
6600	Building Inspection Services	ICOB Orange Chapter	30
		International Association of Electrical Inspectors	120
		International Conference of Building Officials	240
		NFPA - National Fire Protection Association	250
		SCACEO - Southern Cal Assoc Code Enf Officials	120
		CALBO - California Building Officials	60
		IAMPO - International Assoc Mech & Plumbing	50
		IAMPO County membership	150
		<i>Building Inspection Services Total :</i>	<i>1,020</i>
		<i>Building & Safety Total Membership :</i>	<i>\$ 1,695</i>
		<i>Total PDSD Membership Budget :</i>	<i>\$ 39,950</i>

11 OFFICE SUPPLIES

Planning & Development Services Department Departmental Requests Office Supplies - Object 1800.00

Seq. #	Orgn.	Description	Qty	Unit Price	Amount
<u>Fund 071</u>					
	4100	Miscellaneous Office Supplies	1	5,600	5,600
	4200	Shelves for DPC	1	6,000	6,000
	4200	Miscellaneous Office Supplies	1	21,000	21,000
		<i>Total</i>			<u>\$ 27,000</u>
	4300	Miscellaneous Office Supplies	1	2,000	2,000
	4500	Miscellaneous Office Supplies	1	28,500	28,500
	4600	Vehicle Equipment for mobile computing	9	300	2,700
	4600	Miscellaneous Office Expense	1	26,000	26,000
	4600	Printing Cost Outside Vendors	1	600	600
		<i>Total</i>			<u>\$ 29,300</u>
	4700	Miscellaneous Office Supplies	1	40,000	40,000
	4800	Nameplates for interviews	1	125	125
	4800	Color Printer	1	600	600
	4800	Chair - ergonomically w/adjustment	1	450	450
	4800	Palm Pilot & accessories - case, etc.	1	1,000	1,000
	4800	Mis. Office Expense	1	4,000	4,000
		<i>Total</i>			<u>\$ 6,175</u>
	0900	Miscellaneous Office Supplies	1	20,000	20,000
		<i>Planning & Development Services Total:</i>			<i>\$ 158,575</i>

Planning & Development Services Department
Departmental Requests
Office Supplies - Object 1800.00

Seq. #	Orgn.	Description	Qty	Unit Price	Amount
<u><i>Fund 113</i></u>					
	6200	Miscellaneous Office Supplies	1	22,000	22,000
	6300	Miscellaneous Office Supplies	1	42,950	42,950
	6600	Photo-Quality Printer	4	600	2,400
	6600	Miscellaneous Office Supplies	1	53,000	53,000
		<i>Total</i>			<u>\$ 55,400</u>
	0900	Development & Maintenance Software	6	550	3,300
	0900	Hardware & Software Misc.	50	500	25,000
	0900	Digital Signature	50	300	15,000
	0900	Electronic Payment	3	700	2,100
	0900	External Interfaces PDSD Linkage	2	300	600
	0900	Materials Tracking	15	800	12,000
	0900	Vehicle Equipment for mobile computing	55	300	16,500
	0900	Development Workstation Chairs	7	350	2,450
		<i>Total</i>			<u>\$ 76,950</u>
		<i>Building & Safety Total:</i>			<i>\$ 197,300</i>

12 MINOR OFFICE EQUIPMENT

Planning & Development Services Department Minor Office Equipment (1809) Budget Summary Fiscal Year 2001-2002

Seq. #	Orgn.	Description	Qty	Unit Price	Amount
Fund 071					
MOE01	4200	Arc Info Licenses (annual upgrade) Software	1	5,400	5,400
MOE02	4200	Arc View Licenses (annual upgrade) Software	5	600	3,000
MOE03	4200	Counter Top (Microfiche Reader) Public Reader/Copy	1	4,000	4,000
MOE04	4200	Digitizer	1	2,500	2,500
MOE05	4200	Flatbed Scanner	1	1,500	1,500
MOE06	4200	General Graphics Software Update	10	200	2,000
MOE07	4200	Map Objects License (annual upgrade) Software	1	1,500	1,500
MOE08	4200	Micro Station Software Upgrade	2	2,000	4,000
MOE09	4200	Replacement PC for Tim Neely	1	3,000	3,000
MOE10	4200	Scanner	1	1,500	1,500
MOE17	4200	Laptop Computer	1	4,900	4,900
MOE52	4200	Miscellaneous Databases	1	10,000	10,000
Total					\$ 43,300
MOE65	4500	Other Minor Office Equipment			10,000
MOE60	4600	Vehicle Equipment for Mobile Computing(veh mounts)	9	2,500	22,500
MOE61	4600	Handheld Computers RF Devices	Var		13,500
MOE62	4600	Handheld Computers Laptops	Var		38,700
MOE63	4600	Other Minor Office Equipment			10,000
Total					\$ 84,700
MOE64	4700	Other Minor Office Equipment			\$ 30,000
MOE11	4800	Employee Recognition Certificate, plaques		5,000	\$ 5,000
MOE18	0900	Exchange 250 clients (required for network split PFRD)	250	45	11,250
MOE19	0900	Flatbed Scanner	20	250	5,000
MOE20	0900	Funk Software (Proxy) for remote computer access	20	200	4,000
MOE21	0900	KVM Module (keyboard, video, monitor switch)	1	1,200	1,200
MOE22	0900	Modem Board	1	3,500	3,500
MOE23	0900	Network Analyzer Software	1	4,900	4,900
MOE24	0900	Network Monitoring Software	1	4,500	4,500
MOE25	0900	RightFax Software	1	4,900	4,900
MOE26	0900	SMS Software License (network management)	250	45	11,250
MOE27	0900	Visioneer Strobe Pro Scanners	50	250	12,500
MOE28	0900	Computer Based Training (CBT) Software	3	1,000	3,000
MOE29	0900	Miscellaneous Hardware & Software	50	100	5,000
MOE30	0900	Palm Pilot	1	400	400
MOE31	0900	Workstation Planned Equip	81	3,000	243,000
MOE32	0900	Digital Camcorder	1	1,500	1,500
MOE33	0900	Digital Camera	1	900	900
MOE34	0900	Laptop Computers	3	4,500	13,500
MOE35	0900	Multimedia Equipment inc/large TV screen, VCR	4	1,625	6,500
MOE36	0900	Replace HP 4 Printers department wide	20	4,000	80,000
MOE37	0900	Overhead Projector	1	4,500	4,500
MOE38	0900	Information Technology Related Materials CBT CDs etc	10	200	2,000
Total					\$ 423,300
Planning & Development Services Total:					\$ 596,300

Building & Safety
Minor Office Equipment (1809) Budget Summary
Fiscal Year 2001-2002

Seq. #	Orgn.	Description	Qty	Unit Price	Amount
<u>Fund 113</u>					
MOE39	0900	Development & Maintenance Software	7	4,080	28,560
MOE40	0900	Database Software Upgrade & Maintenance	4	2,500	10,000
MOE41	0900	Application Server Software Maintenance	5	1,400	7,000
MOE42	0900	Hardware & Software Misc.	Var		140,000
MOE43	0900	Flat Screen Monitors	2	4,500	9,000
MOE44	0900	Laptop Computer	1	4,500	4,500
MOE45	0900	Document Mgt (Digital Sender & High power wrkstatn)	10	4,800	48,000
MOE46	0900	Electronic Payment	2	2,500	5,000
MOE47	0900	Interactive Voice Response (IVR)	5	1,500	7,500
MOE48	0900	Materials Tracking	3	3,000	9,000
MOE49	0900	Handheld Mobile Computing Devices	Var		254,500
MOE50	0900	Vehicle Equipment for Mobile Computing(veh mounts)	55	2,500	137,500
MOE51	0900	Development Workstations	8	4,800	38,400
MOE52	0900	Digital Signature	60	250	15,000
Sub-Total					\$ 713,960
MOE53	6300	Other Minor Office Equipment			\$ 10,000
MOE13	6600	Power Point Projector	1	4,800	4,800
MOE54	6600	Other Minor Office Equipment			10,000
Sub-Total					\$ 14,800
Building & Safety Total:					\$ 738,760

13 PROFESSIONAL & SPECIALIZED SERVICES

Planning & Development Services Department Professional & Specialized Services (1900) Budget Summary Fiscal Year 2001-2002

Orgn.	Object	Description	Amount
<u>Fund 071</u>			
4100	1900.00	Professional & Specialized Services	\$ 30,000
	1908.00	Temporary Help	35,000
4200	1900.00	Professional & Specialized Services	307,400
	1900.40	Flood-Project Related Prof Svcs	15,000
	1900.50	Contract Services Not Otherwise Spc	25,000
	1902.00	Microfilming Services	60,000
	1908.00	Temporary Help	30,000
4300	1900.03	Boards & Commissions	60,000
4400	1900.00	Professional & Specialized Services	150,000
4500	1900.63	Non-Environmental Planning Consultants	65,000
4600	1900.00	Professional & Specialized Services	70,000
4700	1900.00	Professional & Specialized Services	178,000
	1900.A1	Accounting Services	75,000
	1908.00	Temporary Help	30,000
4800	1900.52	Miscellaneous	20,000
0900	1900.00	Professional & Specialized Services	366,500
	1900.50	Contract Services Not Otherwise Spc	1,079,100
	1900.52	Miscellaneous	5,889
	1900.A3	Auditor/Controller Collect/Receivables	22,000
	1900.C1	County Counsel Services	109,788
	1900.E2	Reimburse Agency 080	452,350
	1900.H1	HCA Services	2,708
	1901.00	Data Processing Services	30,000
Planning & Development Services Total: \$			3,218,735
<u>Fund 113</u>			
6200	1900.00	Professional & Specialized Services	\$ 175,455
	1908.00	Temporary Help	1,000
6300	1900.12	Engineering Services	485,523
	1902.00	Microfilming Services	15,000
	1908.00	Temporary Help	15,000

Professional & Specialized Services (1900) Budget Summary

Orgn.	Object	Description	Amount
6600	1900.00	Professional & Specialized Services	25,000
	1908.00	Temporary Help	25,000
0900	1900.00	Professional & Specialized Services	438,210
	1900.38	B&S-Other Services	3,982,531
	1900.50	Contract Services Not Otherwise Spc	2,012,830
	1900.A1	Accounting Services	94,000
	1900.A3	Auditor/Controller Collect/Receivables	9,000
	1900.A4	County Overhead (CWCAP)	480,751
	1900.H1	HCA Services	4,500
	1901.00	Data Processing Services	2,000
	1908.00	Temporary Help	20,000
Building & Safety Total: \$			7,785,800
 Fund 140			
0900	1900.00	Professional & Specialized Services	10,039
	1900.07	Rideshare Voucher Reimb	10,000
	1900.65	Transportation Planning	25,000
	1900.A4	County Overhead (CWCAP)	713
	1900.E1	Reimburse Agency 071	71,021
	1900.E5	Reimburse Flood 400	1,500
	1900.K2	Treasurer's Investment Fee	800
Air Quality Improvement Total: \$			119,073
 PDSD Professional & Specialized Services Total: \$			11,123,608

14 TRANSPORTATION & TRAVEL SUMMARY

Planning & Development Services Department Transportation & Travel Budget Summary Fiscal Year 2001-2002

Orgn	Division	Amount
FUND 071		
4100	Director's Office	\$11,750
4200	Current Planning	11,100
4300	Planning Commission	3,500
4400	El Toro Use Support	1,000
4500	Environmental & Project Planning	4,300
4600	Code Enforcement	8,000
4700	Fiscal & Program Services	26,400
4800	Human Resources	7,000
0900	Agency-wide Shared Services	6,000
<i>Planning Total :</i>		<i>\$79,050</i>
FUND 113		
6200	Subdivision & Grading Services	\$1,450
6300	Building Permits	4,405
6600	Building Inspection	16,900
<i>Building & Safety Total :</i>		<i>\$22,755</i>
<i>Total PDSD Travel Budget :</i>		<i>\$101,805</i>

15 EQUIPMENT SUMMARY

Planning & Development Services Department Equipment Budget Summary Fiscal Year 2001-2002

Activity	Orgn.	Seq. #	Equipment Description	Qty	Repl. Unit	Unit Cost	Amount
Fund 071							
PD42	4200	CEQ01	PGIS01 Workstation Replacement	1	1	8,000 \$	8,000
PD42	4200	CEQ02	Projector	1	0	12,000	12,000
PD42	4200	CEQ03	TP-013 Workstation Replacement	1	1	8,000	8,000
PD42	4200	CEQ18	Geographic Info. System (GIS) Workstation	1	0	12,500	12,500
PD42	4200	VEH22	Ford Explorer 4X4, 4 Door	1	0	30,000	30,000
Total:				5	2	\$	70,500
PD47	0900	CEQ07	Norton Anti-Virus License, Suppt & Maint	1	0	8,000	8,000
PD47	0900	CEQ08	Server & Equipment Racks	6	0	20,000	120,000
PD47	0900	CEQ09	SMS Server	1	0	22,000	22,000
PD47	0900	CEQ10	VPN Hardware & Software	1	0	15,000	15,000
PD47	0900	CEQ11	Pictometry Storage Device	1	0	15,000	15,000
Total:				10	0	\$	180,000
Total Agency 071 Equipment:				15	2	\$	250,500
Fund 113							
BS66	0900	CEQ12	Additional APPS Server Phase IV	2	0	20,000	40,000
BS66	0900	CEQ13	Application Server Software Maintenance	2	0	7,000	14,000
BS66	0900	CEQ14	Additional Racks for APPS Server2	2	0	20,000	40,000
BS66	0900	CEQ15	Database Software Upgrade & Maintenance	2	0	20,000	40,000
BS66	0900	CEQ16	Document Management	1	0	105,000	105,000
BS66	0900	CEQ17	Materials Tracking	1	0	5,000	5,000
Total:				10	0	\$	244,000
Vehicles :							
BS66	6600	VEH14	Ford Explorer, 4 door, 4X4	1	0	30,000	30,000
BS66	6600	VEH15	Ford Explorer, 4 door, 4X4	1	0	30,000	30,000
BS66	6600	VEH16	Ford Explorer, 4 door, 4X4	1	0	30,000	30,000
BS66	6600	VEH17	Ford Explorer, 4 door, 4X4	1	0	30,000	30,000
BS66	6600	VEH18	Ford Explorer, 4 door, 4X4	1	0	30,000	30,000
BS66	6600	VEH19	Ford Explorer, 4 door, 4X4	1	0	30,000	30,000
BS66	6600	VEH20	Ford Explorer, 4 door, 4X4	1	0	30,000	30,000
BS66	6600	VEH21	Ford Explorer, 4 door, 4X4	1	0	30,000	30,000
Total Vehicle:				8	0	\$	240,000
Total Agency 113 Equipment & Vehicles:				18	0	\$	484,000
Total PDSD Equipment Budget :				33	2	\$	734,500

16 COST APPLIED

16.1 Cost Applied Detail (Charges To Other Agencies)

**Planning & Development Services Department
Cost Applied Detail (Charges To Other Agencies)
Fiscal Year 2001 - 2002**

Agency / Dept.	Description	Amount
Building & Safety	Planning Services	\$ 1,723,909
District Attorney	CEQA Assistance	2,000
Flood	Planning Services	413,991
Foothill Circulation Phasing Plan	Planning Services	13,000
Harbors Beaches & Parks	Planning Services	279,436
Health Care Agency	CEQA Assistance	4,000
Housing & Community Development	Planning Services	2,000
Integrated Waste Management	Share of NCCP Expenses	34,000
Integrated Waste Management	Planning Services	81,000
John Wayne Airport	Planning Services	34,240
Local Redevelopment Agency	Planning Services	258,142
Probation	CEQA Assistance	93,500
Public Library	Planning Services	2,000
Road	Planning Services	589,531
Santa Ana Heights	Planning Services	210,000

Cost Applied Detail (Charges To Other Agencies)

Agency / Dept.	Description	Amount
Santa Ana River Project	Planning Services	71,000
Sheriff-Coroner	CEQA Assistance	45,000
Social Services Agency	CEQA Assistance	2,500
Total Cost Applied From: \$		3,859,249

16.2 Cost Applied Detail (Charges From Other Agencies)

Planning & Development Services Department Cost Applied Detail (Charges From Other Agencies) Fiscal Year 2001 - 2002

Agency / Dept.	Object	Description	Amount
Auditor/Controller	1900.A3	Accounts receivables & collection services	\$ 22,000
County Counsel	1900.C1	Legal services on CEQA matters	109,788
County Counsel	1900.C1	Legal services on Santa Ana Heights matters	27,447
County Counsel	1900.C1	Legal services to Redevelopment on (NDAPP)	27,447
Health Care Agency	1900.H1	HCA Employee Health Services	2,708
HR/Employee Benefits	2405.00	Optional Benefit Plan	59,500
Treasurer/Tax-Collector	1900.52	Brinks Armored car banking services	5,889
PFRD	1900.E2	Reimburse PFRD for support services	452,350
PFRD		Landbase Maintenance	65,000
Total Cost Applied From: \$			772,129

17 BUDGET GLOSSARY

**Planning & Development Services Department
Budget Glossary
Fiscal Year 2001-2002 Appropriations Summary
(In accordance with the County Budget Act
Government Code Sections 29000-29144)**

Account	A classification of expenditure or revenue. Example: "Office Expense" is an account in "Services & Supplies."
Activity	A specific line of work performed to accomplish a function for which a government unit is responsible. This designation is required by the State Controller. Example: "Police Protection" is an activity performed in discharging the "Public Protection" function.
Appropriation	An authorization granted by a Legislative body to make expenditures and to incur obligations for a specific purpose. An appropriation is usually limited as to the time when it may be committed or expended.
Assessed Valuation	A valuation set upon real estate or other property by government as a basis for levying taxes.
Augmentation Funding	Property Tax revenue which is allocated by the Board of Supervisors to individual Special Districts.
Budget	The plan of financial operation with estimates of proposed expenditures and revenues for a given period of time, usually one year.
Budget Document	Written instrument used by the budget-making authority to present a comprehensive financial program.
Capital Projects	A program itemizing the County's acquisitions, additions and improvements to fixed assets. Examples : buildings, building improvements and land purchases.
Contingency	An amount not to exceed fifteen percent of the fund in which it is allocated, appropriated for unforeseen expenditure requirements.
Debt Service Fund	A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.
Department	An organizational device used by County management to group programs of a like nature.
Designations	Restrictions on unreserved fund balance to indicate tentative plans for financial resource utilization in future periods.
Encumbrance	An obligation in the form of a purchase order, contract, or other commitment which is chargeable to an appropriation and for which a part of the appropriation is reserved. In some cases, reserves are carried over into succeeding fiscal year.

Budget Glossary

Enterprise Fund	A fund established to finance and account for the operation and maintenance of facilities and services which are predominantly self supporting by user charges. Example : Airport.
Expenditure	Designates the cost of goods delivered or services rendered whether paid or unpaid, for governmental funds such as the General Fund and special revenue funds.
Expense	Designates the costs of goods delivered or services rendered whether paid or unpaid, for proprietary funds such as enterprise funds.
Final Budget	Adopted legal spending plan for the fiscal year.
Fiscal Year	Year running from July 1 to June 30 and designated by the calendar year in which it ends.
Fixed Asset	An asset of long term character such as lands, buildings, or furniture and other equipment.
Function	A group of related activities aimed at accomplishing a major service for which a governmental unit is responsible. This designation is specified by the State Controller. Example : "Public Protection."
Fund	Independent fiscal and accounting entity which includes all accounts for which a legal appropriation is approved by the Board of Supervisors. Example : Library.
Fund Balance	The amount of assets either reserved or designated for specific purposes or available for financing the program of expenditures and other requirements of the budget year.
Fund Balance Available	The amount of fund balance available to finance the budget after deducting all reserves and designations.
General Fund	The main operating fund of the County, which is used to account for expenditures and revenues for countywide activities.
Internal Service Fund	An organization created to perform specified services for other County departments. The services performed are charged to the user departments. Example : Reprographics Internal Service Fund.
Intrafund Transfer	A transfer of costs from one department to another within the General Fund.
Other Charges	Accounts established for expenditures other than salaries and benefits, services and supplies, and fixed assets. Example : "Support and Care of Persons."

Budget Glossary

Proposed Budget	The working document for the fiscal year under discussion. Approval of this document does not allow expenditures for fixed assets and for new permanent employee positions, unless specifically approved by the Board of Supervisors.
Provisions for Reserves/Designations	A financing requirement for an increase to an established reserve or designation of fund balance or the creation of a new reserve or designation of the fund balance.
Reserve	An amount in a fund used to meet cash requirements or to meet emergency expenditures. A reserve is not an appropriation, and there is no limitation on the amount of reserve that can be established.
Revenue	Money received to finance ongoing County governmental services. Examples : Property taxes, interest, fines, fees, state revenues, federal revenues, charges for services, etc.
Salaries & Employee Benefits	Accounts established for all expenditures for employee-related costs.
Schedule	A listing of financial data in a form and manner prescribed by the State.
Secured Taxes	Taxes levied on real properties in the County which are "secured" by liens on the properties.
Services & Supplies	Accounts established for the non-salary operating expenditures of County departments and programs.
Special Districts	Separate unit of local government organized to perform a single function. Examples : Street Lighting, Flood Control.
Tax Levy	Amount of tax dollars raised by the imposition of the tax rate on the assessed valuation.
Tax Rate	The rate applied to the assessed valuation base necessary to produce the tax levy.
Unsecured Taxes	Taxes levied on properties such as office furniture, equipment, and boats.